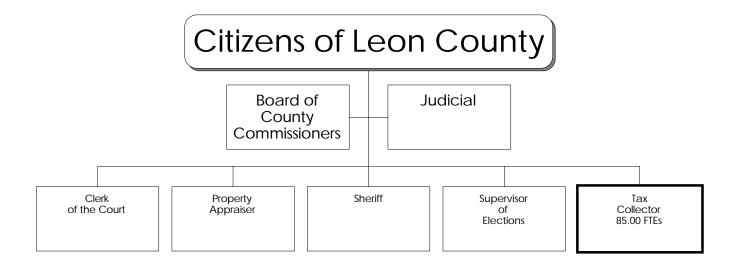
CONSTITUTIONAL OFFICERS

Tax Collector



TAX COLLECTOR

The Leon County Tax Collector's Office provides efficient, accurate, and convenient tax collection and distribution services to taxpayers, business, and taxing authorities in a fair, friendly, courteous and professional manner, by maintaining a professionally trained staff of employees and integrating the use of technology and innovation into the process to promote more efficient operations and provide alternative methods of collection and distribution.

PROGRAM HIGHLIGHTS

- 1. Acquired and implemented the use of an automated high speed remittance processor for more efficient "mail-in" payment processing.
- 2. Acquired and implemented in conjunction with the remittance processor a digital archive and retrieval system for efficient storage of records.
- 3. Acquired and working to develop and implement a backbone software product for a more flexible and automated business software operating system.
- 4. Expanded service capacity for the public and business users while enhancing security features at remodeled or relocated Customer Service Centers.
- 5. Began the process of cross training Customer Service Representatives in the performance of all Tax Collector services.
- 6. Implemented ACH accounting procedures for enhanced efficiency and reduction in paper processing.

ADVISORY BOARD

NONE

SUMMARY OF KEY STATUTORY RESPONSIBILITIES

Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322,.

SUMMARY OF KEY SERVICE FUNCTIONS

- 1. Collect all authorized property taxes and fees within Leon County.
- 2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law.
- 3. To perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion.
- 4. To effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission.

ACCOUNT NUMBER: XXX-513-586

FY 2003/2004 THRU FY 2007/2008 FINANCIAL & STAFFING SUMMARY

STATE*	FY 01/02	FY 02/03	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08
BUDGET	Actual	Adopted	Budget	Planned	Planned	Planned	Planned
Personnel	\$3,699,469	\$3,870,322	\$4,332,519	\$4,462,495	\$4,596,369	\$4,734,260	\$4,876,288
OPERATING	1,100,082	1,039,981	1,185,052	1,220,604	1,257,222	1,294,938	1,333,786
Capital Outlay	50,046	83,200	85,475	88,039	90,680	93,401	96,203
TOTAL	\$4,849,597	\$4,993,503	\$5,603,046	\$5,771,137	\$5,944,272	\$6,122,600	\$6,306,278
STAFFING Full Time	85.00	85.00	85.00	85.00	85.00	85.00	85.00

FY 01/02 Actual	FY 02/03 Adopted	FY 03/04 Budaet	FY 04/05 Planned	FY 05/06 Planned	FY 06/07 Planned	FY 07/08 Planned	
\$2,848,994	\$2,968,470	\$3,087,209	\$3,179,825	\$3,275,220	\$3,373,477	\$3,474,681	
24,766	13,420	13,957	14,376	14,807	15,251	15,709	
36,000	37,440						
44,105	22,880	23,795	24,509	25,244	26,001	26,781	
\$2,953,865	\$3,042,210	\$3,124,961	\$3,218,710	\$3,315,271	\$3,414,729	\$3,517,171	
85.00	85.00	85.00	85.00	85.00	85.00	85.00	
	Actual \$2,848,994 24,766 36,000 44,105 \$2,953,865	Actual Adopted \$2,848,994 \$2,968,470 24,766 13,420 36,000 37,440 44,105 22,880 \$2,953,865 \$3,042,210	Actual Adopted Budget \$2,848,994 \$2,968,470 \$3,087,209 24,766 13,420 13,957 36,000 37,440 44,105 22,880 23,795 \$2,953,865 \$3,042,210 \$3,124,961	Actual Adopted Budget Planned \$2,848,994 \$2,968,470 \$3,087,209 \$3,179,825 24,766 13,420 13,957 14,376 36,000 37,440 22,880 23,795 24,509 \$2,953,865 \$3,042,210 \$3,124,961 \$3,218,710	Actual Adopted Budget Planned Planned \$2,848,994 \$2,968,470 \$3,087,209 \$3,179,825 \$3,275,220 24,766 13,420 13,957 14,376 14,807 36,000 37,440 44,105 22,880 23,795 24,509 25,244 \$2,953,865 \$3,042,210 \$3,124,961 \$3,218,710 \$3,315,271	Actual Adopted Budget Planned Planned Planned \$2,848,994 \$2,968,470 \$3,087,209 \$3,179,825 \$3,275,220 \$3,373,477 24,766 13,420 13,957 14,376 14,807 15,251 36,000 37,440 37,440 24,509 25,244 26,001 \$2,953,865 \$3,042,210 \$3,124,961 \$3,218,710 \$3,315,271 \$3,414,729	

FY 2003/2004 THRU FY 2007/2008 NOTES:

^{*}The Leon County Tax Collector is a "Fee Collector" and is therefore funded through various statutorily established percentages tied to state fees and local taxes collected. The Tax Collector receives its primary funding from the State. The state budget is shown for presentation purposes only.

^{**}The County's budget is based on estimated tax rate valuations and expected revenues from taxes and non-ad valorem assessments collected by the Tax Collector.

TAX COLLECTOR

ACCOUNT NUMBER: XXX-513-586

PROGRAM EXPENDITURE DETAIL

Object	FY 01/02	FY 02/03	FY ()3/04 Reque	sted	FY	′ 03/04 Budge	2 †
Code Account Description	Actual	<u>Adopted</u>	<u>NIT</u>	<u>Change</u>	<u>Total</u>	<u>NIT</u>	<u>Change</u>	<u>ARB</u>
TOTAL PERSONAL SERVICES	\$3,699,469	\$3,870,322	\$3,870,322	\$462,197	\$4,332,519	\$3,870,322	\$462,197	\$4,332,519
TOTAL OPERATING EXPENSES	1,100,082	1,039,981	\$1,039,981	\$145,071	\$1,185,052	\$1,039,981	\$145,071	\$1,185,052
TOTAL CAPITAL OUTLAY	50,046	83,200	\$83,200	\$2,275	\$85,475	\$83,200	\$2,275	\$85,475
PROGRAM TOTAL	\$4,849,597	\$4,993,503	\$4,993,503	\$609,543	\$5,603,046	\$4,993,503	\$609,543	\$5,603,046
							[
County Portion of Total Budget								
001-513-59307-586 General Fund	2,848,994	2,968,470	\$2,968,470	\$118,739	\$3,087,209	\$2,968,470	\$118,739	\$3,087,209
123-513-59307-586 Strmwtr Fund	24,766	13,420	\$13,420	\$537	\$13,957	\$13,420	\$537	\$13,957
145-513-59307-586 Fire MSTU	36,000	37,440	\$37,440	(\$37,440)		\$37,440	(\$37,440)	
401-513-59307-586 Landfill Op. Fund	44,105	22,880	\$22,880	\$915	\$23,795	\$22,880	\$915	\$23,795
TOTAL TAX COLLECTOR FEES	\$2,953,865	\$3,042,210	\$3,042,210	\$82,751	\$3,124,961	\$3,042,210	\$82,751	\$3,124,961
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	FY 01/02	FY 02/03	FY 03/04 Requested			FY 03/04 Budget		
STAFFING TABLE	<u>Actual</u>	<u>Adopted</u>	<u>NIT</u>	<u>Change</u>	<u>Total</u>	<u>NIT</u>	<u>Change</u>	<u>ARB</u>
TOTAL STAFFING	85.00	85.00	85		85	85		85